

**BOARD OF ISLAND COUNTY COMMISSIONERS MINUTES OF MEETING
MARCH 2, 2016 – WORK SESSION**

**Public Works
Summary Minutes**

Work Session was held between the County Commissioners and Public Works on Wednesday, March 2, 2016, at 9:00 a.m., in the Island County Annex Building, Commissioners' Hearing Room, B-102, Coupeville, WA. Present were:

County Commissioners: **Richard M. Hannold, Chair** **Staff: Pam Dill**
 Jill Johnson, Member
 Helen Price Johnson, Member – Excused

Staff Present: Bill Oakes, Director, Steve Marx, Assistant Director, Connie Bower, Assistant County Engineer

Others Present: Elaine Marlow, Budget Director

Record @ 00:05

Roads

Subject/Description: 2016 Whidbey Island HMA Overlays (CRP 16-02)

Attachment: Memorandum dated 2/12/16 from Paul Nettleton, to BOCC

Action Requested: Bill Oakes presented the 2016 Whidbey Island HMA Overlays for 9.6 miles of Island County roads on Whidbey Island; Total Appropriation: \$1,509,460.09.

Follow up: Okay with Board to move forward to a Tuesday agenda.

Subject/Description: Requests to Evaluate Speed Limits

Attachment: Memorandum dated 2/22/16 from Spencer Keane to BOCC

Action Requested: Bill reviewed with the Board speed limits on the following roads that should be considered to be amended in the ICC.

- Bayview Road
- Terry Road
- Triangle Bay Road
- Myrtle Avenue
- Islandcrest Drive
- Scurlock Road
- Best Road/Sego Lane

Follow up: Okay with Board to move forward to a Tuesday agenda to set for public hearing on Camano.

Subject/Description: Preliminary Projects 2017-2019 Rural Arterial Preservation (RAP) Program Applications

Attachment: Memorandum dated 2/16/16 from Doug Cox, Transportation Planner, to BOCC

Information: Segments from the following five roads have been selected for preliminary consideration for the RAP Grant Program for the 2017-2019 biennium.

- Smuggler's Cove Road
- Arrowhead Road
- Engle Road
- Bayview Road

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- Cultus Bay Road

Projects that make it past the preliminary stage will be further scoped and re-submitted for the final application process this fall.

Parks

Subject/Description: Assignment of Rights Agreement - Glendale Shoreline Access and Restoration

Attachment: Memorandum dated 3/2/16 from Jan vanMuyden, to BOCC

Action Requested: Approval of agreement between Island County and Whidbey Camano Land Trust – shoreline and Glendale Hotel site.

Follow up: Okay with Board to move forward to a Tuesday agenda.

Subject/Description: Assignment of Rights Agreement – Glendale Shoreline Access and Restoration

Attachment: Memorandum dated 3/2/16 from Jan vanMuyden, to BOCC

Action Requested: Approval of agreement between Island County and Whidbey Camano Land Trust – donated and purchased upland wooded properties.

Follow up: Okay with Board to move forward to a Tuesday agenda.

Subject/Description: Deed of Right – Trillium Community Forest Trailheads

Attachment: Memorandum dated 3/2/16 from Jan vanMuyden, to BOCC

Action Requested: Approval of Deed of Right between Island County and the State of Washington to use land located on Bounty Loop Road (30 acres) for public outdoor recreation.

Follow up: Okay with Board to move forward to a Tuesday agenda.

Subject/Description: Deed of Right - Trillium Community Forest Trailheads

Attachment: Memorandum dated 3/2/16 from Jan vanMuyden, to BOCC

Action Requested: Approval of Deed of Right between Island County and the State of Washington to use land located on Bounty Loop (2.5 acres) for public outdoor recreation.

Follow up: Okay with Board to move forward to a Tuesday agenda.

Subject/Description: Deed of Right – Trillium Community Forest Trailheads

Attachment: Memorandum dated 3/2/16 from Jan vanMuyden to BOCC

Action Requested: Approval of Deed of Right between Island County and the State of Washington to use land located on Smugglers Cove Road for public outdoor recreation.

Follow up: Okay with Board to move forward to a Tuesday agenda.

ER & R

Subject/Description: Surplus 1972 Sesco Asphalt Mixer

Attachment: resolution

Action Requested: Approval to surplus 1972 Sesco PTA 31153 Asphalt Mixer #510

Follow up: Okay with Board to move forward to a Tuesday agenda.

**Human Resources
Summary Minutes**

Work Session was held between the County Commissioners and Human Resources on Wednesday, March 2, 2016 at 9:35 a.m. & 12:30 p.m., in the Island County Annex Building, Commissioners' Hearing Room, B-102, Coupeville, WA. Present were:

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County Commissioners: Richard M. Hannold, Chair
Jill Johnson, Member
Helen Price Johnson, Member – Excused

Staff: Pam Dill

Staff Present: Melanie Bacon, Human Resource Director, Bill Oakes, Public Works Director

Others Present: Elaine Marlow, Budget Director

Record @ 29:58

Subject/Description: Job Requisitions

Attachment: yes

Action Requested:

Public Works

- Transportation Planner 4, replacement, C-14 #030/16
Commissioner Johnson moved to approve Job Requisition # 030/16. The motion was seconded by Commissioner Hannold and carried unanimously.

Record @ 01:58:24

Public Health

- PHN3, .8 FTE, replacement, C-13 #029/16
Commissioner Johnson moved to approve Job Requisition # 029/16. The motion was seconded by Commissioner Hannold and carried unanimously.

Subject/Description: Live Well at WCIF Employer Incentive Option

Attachment: none

Information: The Wellness Committee and Medical Committee held a joint meeting to discuss individual incentive awards. Island County has a choice between continuing with the \$150 deductible credit incentive or going with a \$50.00 cash card incentive upon completion of the health screening and online health risk assessment. Their recommendation to the BOCC was to sign up for the \$50.00 cash card individual incentive because they believe it will benefit more employees than the \$150 deductible credit.

Follow up: Melanie will reach out to 1845-I to communicate the committee's recommendation.

**Island County Clerk
Summary Minutes**

Staff Session was held between the County Commissioners and the Clerk's Office on Wednesday, March 2, 2016, at 9:55 a.m., in the Island County Annex Building, Commissioners' Hearing Room, B-102, Coupeville, WA. Present were:

County Commissioners: Richard M. Hannold, Chair
Jill Johnson, Member
Helen Price Johnson, Member – Excused

Staff: Pam Dill

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Staff Present: Debra Van Pelt, Clerk

Others Present: Elaine Marlow, Budget Director

Record @ 50:00

Subject/Description: nCourt, LLC, E-Pay Services Agreement

Attachment: agreements

Information: Superior and District Court are entering into an agreement with nCourt, LLC to provide electronic payment services for Legal Financial Obligations and Filing and other Fee Transactions via Island County Clerk website and in person at Island County Clerk Front Window. The user bears the fee costs associated with each transaction as permitted per RCW 36.29.190.

**Information Technology
Summary Minutes**

Work Session was held between the County Commissioners and Central Services on Wednesday, March 2, 2016, at 10:05 a.m., in the Island County Annex Building, Commissioners' Hearing Room, B-102, Coupeville, WA. Present were:

County Commissioners: Richard M. Hannold, Chair

Staff: Pam Dill

Jill Johnson, Member

Helen Price Johnson, Member – Excused

Staff Present: John Kent, Director

Others Present: Elaine Marlow, Budget Director

Record @ 59:00

Subject/Description: All Phase ShoreTel Telephone/Communication System Upgrade

Attachment: PO #10464

Action Requested: Approval of ShoreTel Communication System; Amount: \$377,270.96.

Follow up: The Board expressed concerns with confidentiality and security issues. John Kent will come back to the next work session with the vendor.

Subject/Description: CDWG/Hewlett Packard (POE) Power Over Ethernet System Upgrade

Attachment: PO# 10462

Action Requested: Approval of Hewlett Packard (POE) Power over Ethernet System: Amount: \$137,271.81

Follow up: Okay with Board to move forward to a Tuesday agenda.

**Sheriff
Summary Minutes**

Work Session was held between the County Commissioners and the Sheriff on Wednesday, March 2, 2016 at 10:30 a.m., in the Island County Annex Building, Commissioners' Hearing Room, B-102, Coupeville, WA. Present were:

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County Commissioners: Richard M. Hannold, Chair
Jill Johnson, Member
Helen Price Johnson, Member - Excused

Staff: Pam Dill

Staff Present: Wylie Farr, Deputy Jim Johnson, Mark Brown, Sheriff, Jose Briones, Jail Administrator

Others Present: Elaine Marlow, Budget Director

Record Part 2 @ 00:05

Subject/Description: Dwayne Lane's Chrysler Jeep Dodge

Attachment: PO # 11063

Action Requested: Approval of purchase of five (5) 2016 Chargers; Amount: \$143,198.63 incl WSST.

Follow-up: Okay with Board to move forward to a Tuesday agenda.

Subject/Description: Columbia Ford – Ford Police Interceptor

Attachment: PO# 11064

Action Requested: Approval of purchase of one (1) ea Ford Police Interceptor Utility/SUV AWD; Amount: \$32,582.06 incl WSST

Follow-up: Okay with Board to move forward to a Tuesday agenda.

Subject/Description: Department of Corrections

Attachment: draft Contract # K9548

Action Requested: Approval of Interagency Contract between Island County and the Department of Corrections for the purpose of maximizing the efficient and cost effective use of existing resources and to provide adequate facilities and programs for the confinement, care and treatment of DOC offenders; Term: January 1, 2016 – December 31, 2018; Amount: per diem rate of \$85.00 per Department offender.

Follow-up: Okay with Board to move forward to a Tuesday agenda.

**Human Services
Summary Minutes**

Work Session was held between the County Commissioners and Human Services on Wednesday, March 2, 2016, at 10:55 a.m., in the Island County Annex Building, Commissioners' Hearing Room, B-102, Coupeville, WA. Present were:

County Commissioners: Richard M. Hannold, Chair **Staff:** Pam Dill
Jill Johnson, Member
Helen Price Johnson, Member – Excused

Staff Present: Jackie Henderson, Director, Dana Sawyers, Veterans Case Manager, Callan Barrett, Mental Health Specialist

Others Present: Elaine Marlow, Budget Director, Jose Briones, Jail Administrator, Sheriff Brown

Record @ 27:42

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Subject/Description: Mental Health Counselor position in the Jail

Attachment: none

Information: At the request of Jose Briones, Jail Administrator, Jackie looked into adding 6 hours a week to Callan Barrett hours in the jail.

Follow up: Okay with Board to work with Human Resources.

Subject/Description: Veteran's Program

Attachment: yes

Information: Dana Sawyers provided the Board with an update on the Veteran's Program and the Veteran's Advisory Board.

Subject/Description: County/Regional Behavioral Health Integration

Attachment:

Action Requested: Postponed

Follow up:

**Island County Treasurer
Summary Minutes**

Work Session was held between the County Commissioners and the Treasurer on Wednesday, March 2, 2016 at 11:15 a.m., in the Island County Annex Building, Commissioners' Hearing Room, B-102, Coupeville, WA. Present were:

County Commissioners: Richard M. Hannold, Chair

Staff: Pam Dill

Jill Johnson, Member

Helen Price Johnson, Member – Excused

Present: Wanda Grone, Treasurer

Others Present: Elaine Marlow, Budget Director

Record @ 01:03:15

Subject/Description: Washington Statewide Custody Provider Program

Attachment: Agreement for Custody Services

Action Requested: Approval of agreement between Island County Treasurer and Wells Fargo Bank for custody services; Term: April 1, 2016-March 31, 2020

Follow up: Okay with Board to move forward to a Tuesday agenda.

Subject/Description: Employee Change in Status – Collections Deputy

Attachment: none

Information: Reduce hours for Collections Deputy to 32 hours per week effective April 4, 2016.

**Current Use Planning & Community Development
Summary Minutes**

Work Session was held between the County Commissioners and the Planning Department on Wednesday, March 2, 2016 at 11:30 a.m., in the Island County Annex Building, Commissioners' Hearing Room, B-102, Coupeville, WA. Present were:

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Action Requested: Approval of Agreement for Services with Edge Analytical, Inc. for the testing of water quality samples for Island County Surface Water Quality Program, Beach Program and Hydrogeology Program; Term: 4/1/16-3/31/19; Amount: not to exceed \$149,688.00.
Follow up: Okay with Board to move forward to a Tuesday agenda.

Assessment

Subject/Description: Vaping and E-cigarettes

Attachment: Five Key Facts

Information: Emily Maughan noted that she will be making a presentation at the next BOH meeting on E-Cigarettes.

- What we know/what we don't know
- Health risks
- Rise in the use among youths
- Need for local regulations

Add-on

Subject/Description: Snap-Ed Program

Attachment: none

Information: Laura briefed the Board on the new regional model for distribution of funds.

BOARD OF COUNTY COMMISSIONERS
ISLAND COUNTY, WASHINGTON

Richard M. Hannold, Member

Jill Johnson, Member

Helen Price Johnson, Member

ATTEST:

Debbie Thompson, Clerk of the Board